



FY 2003 Title II Formula Grant

REQUEST FOR PROPOSALS

Legal Representation of Minority Youth

Deadline: Thursday, September 18, 2003 at 12:00 noon

The Utah Board of Juvenile Justice is pleased to announce the availability of Title II Formula Grants funded by allocations from the Office of Juvenile Justice and Delinquency Prevention.

- An estimated additional **\$60,000.00** will be competitively awarded to support one to two new and innovative programs that enhance and support activities related to the legal representation of minority youth in the juvenile justice system. The grant award period is from October 1, 2003 to June 30, 2004.
- The Board is seeking applications for pilot projects that propose to enhance the legal representation of minority youth in the First, Second and Fourth judicial districts. The aim is to reduce the number of minority youth that are involved in Utah's juvenile justice system in these targeted areas. Successful projects will incorporate the combined benefit of social and legal services to improve delivery of services to clientele. Social services will ensure that clients receive critical services outside of the courtroom. Legal services will ensure that clients are adequately represented inside the courtroom. Projects can include, but are not limited to, training for defense lawyers on the juvenile justice system, providing legal representation for minority youth, or putting in place a mechanism to ensure youth comply with court orders.

For additional information, please contact:

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Source of Title II Formula Grant Funds

The U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention provide Title II Formula Grant funding. The funds are appropriated to the State of Utah based on the formula outlined in the Juvenile Justice and Delinquency Prevention Act.

To qualify for Formula Grant Funding, the State of Utah, through the Utah Board of Juvenile Justice, had to submit a juvenile justice plan outlining the priorities for funding for FY 2003. As part of the plan, the Board certified that Utah is addressing the four core requirements of the Act: (1) the removal of status offenders from secure settings; (2) the removal of juveniles from adult jails and lockups; (3) the separation of juveniles from incarcerated adults; and (4) implementation of strategies to address the disproportionate confinement of minority youth.

Program Priorities

Title II funds may only be used for new and innovative programs. Funds cannot be used to support the needs of existing programs. In developing this request for proposal, the Utah Board of Juvenile Justice has identified legal representation of minority youth as a priority for this funding competition.

Minority Youth

Minority youth represent 10.9% of Utah's at-risk youth population (ages 10-17 years), yet they make up 30.5% of the population confined in Utah's secure youth facilities. This disproportionality begins at the point of arrest and continues throughout the system. It increases as youth progress through the system.

In the 1999 University of Utah study, *Minority Overrepresentation in the Utah Juvenile Justice System*, researchers found that minority youth, after factoring in offending histories, do receive harsher dispositions than their Caucasian counterparts.

In focus groups with youth and system personnel across the state of Utah, researchers also found that both youth and staff believe that racial stereotyping practiced by personnel at multiple points in the system and by school system personnel leads to more severe sentencing for minority youth. The research also pointed to the lack of adequate legal representation in court by minority youth as a potential contributing factor to harsher sentences.

Minority youth have demonstrated a fear of accessing the services available through the juvenile justice system. Many of these youth, language issues aside, do not understand the nature of the juvenile court proceedings. The result is inadequate or no representation at all for many minority youth finding themselves in the juvenile justice system.

A recent study (*Legal Representation of Minority Youth: An Exploratory Study*, by Russ VanVleet, 2003) found that a vast majority of attorneys working in the juvenile justice system had not received training in juvenile law or minority law. In reference to quality of representation, another study (Knitzer, J., Sobie, M. (1984). *Law guardians in New York State: A study of the legal representation of children*. New York State Bar Association.) suggested that few defense attorneys perceived themselves as specialists in juvenile law, with 50% reporting that they had little interest in the substance of juvenile law, and 70% indicating that they had received no specialized training. Fifty percent of transcripts examined in the study had appealable errors. VanVleet also found that the time spent preparing for cases in Utah varied widely depending on the complexity of the case and the type of hearing. Many attorneys felt that public defenders did not have sufficient time or resources to offer comprehensive representation.

General Submission Requirements

Qualified Applicants

Only units of local government, school districts, state agencies, Indian tribes and tribal organizations or qualified community-based organizations are eligible to apply for funding assistance.

Community-based organizations (CBOs), such as private non-profit agencies, may receive funding only under contract with a unit of government. CBOs may receive funding directly if they have been denied funding for the proposed program from a local unit of government within the past twelve months. Community-based agencies requesting direct funding must attach a Denial of Funding Letter to their application. The purpose of the letter is for CBOs to show that they made an attempt to receive funding from other government sources.

Prospective applicants should not view the Denial of Funding Letter as a major obstacle or an exclusion to apply for Title II funding. Since most government agencies lack the resources to fund private agencies, a denial letter should be easy to obtain. If the CBO receives more than 60% of their funds from any local unit of government, a letter is not necessary. However, the applicant must indicate that they receive over 60% of their funds from a local unit of government. The CBO is required to seek only one local government source for funding. A local unit of government can be a city or county agency in the jurisdiction in which the CBO does business.

Submitting an Application

All applications for funding must be submitted utilizing the required forms and following the required format. One original, 14 hard copies and one electronic copy are required on the due date. Faxed or emailed applications will not be accepted.

Applications and instructions for this RFP can be found at: <http://www.justice.utah>.

Applications are due by 12:00 noon on Thursday, September 18, 2003 to the Utah Board of Juvenile Justice, c/o Utah Commission on Criminal and Juvenile Justice, 101 State Capitol, SLC, UT 84114-0651. Applications submitted after the deadline may be considered only after all other applications received on time are considered. No applications will be considered if submitted after 5:00 p.m. Thursday, September 18, 2003.

The application must be signed by the chief executive official of the sponsoring unit of local government, state agency, or qualified community-based organization. All sections of the application pertinent to the proposed project must be completed in full.

Other Requirements

Collaboration

Your project must show active collaboration with two or more youth-serving agencies.

Evidence of collaboration must be in the form of a letter from the agency and must specify the level of involvement in the project. Projects that accept referrals from any agency, or that make referrals to any agency, must have letters of intent to participate and/or cooperate with the project from the affected agency or agencies. Do **not** include letters of support.

Cultural Competency

Projects must show cultural competency and sensitivity when providing direct services to minorities. This may be demonstrated by staff training, written policies and/or procedures, staff member experience, written action plan or other method determined by the subgrantee.

Cultural sensitivity is defined as an awareness that an individual's gender, race, ethnic/cultural background, community and societal factors significantly affect his or her quality of life. Cultural competency is defined as a systemic approach that demands the skills needed to implement programs within a culturally sensitive framework.

Competent Grant Management

Your agency must assure its willingness to comply with all grant requirements for administration, monitoring, reporting, evaluation, and data collection by reviewing and signing all applicable Certified Assurances. The signed assurances must be attached to and submitted with the original grant application.

Evaluation Study Participation Required

If you are awarded funding, your agency must agree to participate in a service population evaluation study being conducted by the University of Utah Criminal and Juvenile Justice Research Consortium. The study entails the use of two scientifically-validated survey instruments that you will administer to all your grant-funded program clients, ages 12-17. Each client will complete the surveys prior to entering your program, and again upon exiting your program. The surveys are available in English and Spanish.

The survey instruments take approximately 1 hour to 1 ½ hours to administer. You will need to collect permission slips from each parent/guardian before administering the survey.

The survey asks participants to provide demographic data about themselves and their families. Participants also answer questions designed to measure the number of risk and protective factors present in the service population. Completed surveys will be submitted to the University of Utah for analysis. A report will be sent back to you providing feedback about your program's impact. You may request grant funding to assist with survey administration.

Developing Program Self-Sufficiency

There is no match requirement for new applicants seeking Title II funding. If you choose to include a cash or in-kind match as part of your formal budget proposal and on the Application Cover Sheet, you will be required to provide a full accounting and tracking of those funds.

To promote self-sufficiency and long-term operational integrity, your continuation-funding amount is based on your program performance and on a step-down policy. You may not request more than your qualifying amount, as explained below.

- Government agencies applying for a second year of funding may receive no more than 75% of their funding amount received in the first year, and in their third and final year are eligible to receive no more than one half of their first year of funding. For example, if a project receives \$30,000 in its first year, the second year award may be no more than \$22,500 (75% of the first year award). In its third and final year of funding the project qualifies for step-down funding at one half of the base year amount, or \$15,000.
- Not-for-profit agencies may receive up to four years of funding. The second year grant will be no more than 90% of the first year amount. In the third year, projects may be funded up to 75% of the base amount. In the fourth and final year of funding, projects may not receive more than one half of the first year of funding.

2003 Legal Representation RFP Schedule

Sept. 18 by 12:00 noon	Deadline for submitting grant applications
Sept. 19	Applications distributed to Utah Board of Juvenile Justice Disproportionate Minority Confinement (DMC) Committee
Sept. 19 – Sept. 25	Committee members review and score applications
Sept. 25	DMC Committee meet to make funding recommendations to the Utah Board of Juvenile Justice (UBJJ)
Sept. 26	Final awards determined by UBJJ and applicants notified
Sept. 27-30	Contracts finalized with awarded applicants
October 1	Effective date for new programs to begin